

Workforce Partnership of Greater RI

Executive Committee Meeting

October 7, 2014

Present: Paul Harden, Steve Kitchin, Paul Ouellette, Robin Ann Smith, Lauren Slocum, Paul Wielgus

WPGRI Staff: Kara Aniballi, Michael Martins, Nancy Olson, Carlos Ribeiro, Diane Vendetti

Welcome/Call to Order

Chair Steve Kitchin called the meeting to order at 8:04 a.m. and welcomed Paul Wielgus to his first Executive Committee meeting as Chair of the Youth Council. Chair Kitchin then requested the Committee review the minutes from September 2, 2014 Executive Committee meeting.

Vote: Paul Ouellette made a motion to accept the minutes as submitted. Paul Harden seconded the motion. The motion passed unanimously.

Chairman's Report

Chair Kitchin stated The Workforce Investment Act has been re-authorized and is now The Workforce Innovation and Opportunity Act of 2014. Chair Kitchin reiterated there may be a change to the Board of Directors composition. He and fellow Chair of Providence

Cranston Workforce Board, Janet Raymond, will be added to the Governor Workforce Board.

Executive Directors Report

Executive Director Nancy Olson stated she and Carlos Ribeiro have interviewed for the position of Senior Monitoring and Evaluation Specialist. There were 54 applicants. Five individuals were interviewed. Both internal and external candidates were interviewed.

Nancy stated the majority of Board members responded to the Survey Monkey poll on which meeting time was more convenient. The consensus was 8:00 a.m.

Nancy stated she will be attending an all day WIOA Town Hall meeting in Boston on October 27, 2014. She will update the Committee with the information provided there.

Nancy informed the Committee that Kristin Lehoullier and an Employer Representative from Connecticut will attend next weeks Board meeting to discuss and provide feedback about his experience with the On-Ramps program.

\$50K Marketing Committee

Chair of the Board Development/Marketing Committee, Paul Ouellette, stated the Marketing Committee met and discussed the possibility of allocating funds for Marketing Initiatives. Through discussion the

Taskforce is requesting a \$50K allocation from WIA Adult and Dislocated Worker funds.

Vote: Paul Ouellette made a motion to recommend to the Board of Directors to approve an allocation of \$50K to the Marketing Taskforce. Lauren Slocum seconded the motion. The motion passed unanimously

Individual Training Accounts and On-the-Job Training Reports

Chair of the Strategic Development Committee and Quality Assurance Committee, Paul Harden, stated there was not a quorum for the Quality Assurance Committee so no action is required.

Chair Harden requested Diane Vendetti to present the ITA performance as of September 22, 2014. The data presented included ITA enrollments, ITA completers, participants currently enrolled, participants who have entered employment, and the amount of training related employment. She then presented ETPL data. This included the type of program, the tuition cost, the amount paid to the vendor as of June 30, 2014, the number of WIA enrollments, the number of participants currently enrolled, the number of completions, the number of participants who have entered employment, the number of training related employment, and the average wage per hour.

Diane then presented the OJT performance as of September 22, 2014.

The data presented included OJT enrollments, OJT completers, participants who are currently enrolled, and participants who have entered employment. She continued to present the companies who have participated in the OJT program. The data included the positions the company has hired, the cost per contract, the amount reimbursed to the company, the total number of enrollments, the number currently enrolled, the number of training completions, the number of participants who have entered employment, the number of training related employment, and the average wage per hour.

On-the-Job Training Modifications

Chair Harden stated the Strategic Development Committee discussed the On-the-Job Training program. Currently the minimum amount an OJT contract can be written for is \$12 per hour and the maximum reimbursement rate is \$21 per hour. He stated the Strategic Development Committee discussed the possibility of modifying the OJT contract to offer the employer 25% of the cost of the OJT when the employee is retained 90 days after the OJT concludes. Chair Harden informed the Executive Committee that Nancy Olson sought guidance from SWIO regarding this and it was advised we could not offer this incentive.

Chair Harden stated Strategic Development Committee then discussed the possibility of ITA completers participating in the OJT program if the OJT employment is training related. The Executive Committee agreed to extend the OJT program to ITA completers.

July Dashboard

Diane Vendetti reviewed the PY13 ITA & OJT Service Levels, the PY13 WIA Services vs. Actual enrollments, PY13 WIA job placements, and the top ITA and OJT trainings from July 2013 through July 2014.

Consolidation of Quality Assurance and Strategic Development Committee

Chair Kitchin stated at last months meeting it was voted on to consolidate the Quality Assurance Committee with the Strategic Development Committee to create the Strategic Development and Evaluations Committee. Bob Copper noted at the Board of Directors meeting in ARTICLE IX the by-laws stated the following: “The by-laws may be altered, amended or restated or new by-laws may be adopted at any meeting of the directors at which a quorum is present by an affirmative vote of a majority of the directors present, provided that notice of the intended action and a full copy or fair summary thereof is explicitly given as part of the notice of the meeting.”

The Board was not provided a full copy or fair summary of the proposed amended by-laws prior to this meeting so a motion was made to table this item.

As the Committee and Board has since been provided with proposed amended by-laws electronically Chair Kitchin requested a motion to recommend to the Board of Directors to amend the by-laws.

Vote: Paul Harden made a motion to recommend to the Board of Directors to consolidate the Strategic Development Committee and the Quality Assurance Committee. Lauren Slocum seconded the motion. The motion passed unanimously.

Committee Reports

Board Development

Chair Paul Ouellette stated he had no further business to discuss.

Quality Assurance

Chair Paul Harden stated he had no further business to discuss.

Strategic Development

Chair Paul Harden stated he had no further business to discuss.

Finance Committee

Chair Lauren Slocum stated she had no further business to discuss.

Youth Council

Chair Paul Wielgus stated he had no further business to discuss.

Adjournment

Chair Kitchen requested a motion to adjourn the meeting at 9:38 a.m.

Vote: Paul Ouellette made a motion to adjourn the meeting. Lauren

Slocum seconded the motion. The motion passed unanimously.

Respectfully submitted,

Kara Aniballi